



## CITY OF BROKEN ARROW

### FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

City Staff to complete this section  
Permit Number: \_\_\_\_\_  
Dev. Number: \_\_\_\_\_

#### FIGURE "J"

**This application is in conformance with provisions of Ordinance No. 2443. The fee for a Floodplain Development Permit Application fee is \$25.00.**

**Signature required in SECTION 1. Complete this form through SECTION 2.**

#### **SECTION 1: GENERAL PROVISIONS (Applicant to read and sign):**

1. No work may start until a permit is issued.
2. The permit may be revoked if any false statements are made herein.
3. If revoked, all work must cease until permit is re-issued.
4. Development shall not be used or occupied until a Certificate of Compliance is issued.
5. The permit will expire if no work is commenced within one year of issuance.
6. Applicant is hereby informed that other permits may be required to fulfill local, state and federal regulatory requirements.
7. Applicant hereby gives consent to the Local Administrator or his/her representative to make reasonable inspections required to verify compliance.
8. I, THE APPLICANT, CERTIFY THAT ALL STATEMENTS HEREIN AND IN ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE.

\_\_\_\_\_  
(APPLICANTS SIGNATURE)      DATE: \_\_\_\_\_

#### **SECTION 2: PROPOSED DEVELOPMENT (To be completed by Applicant)**

	NAME	ADDRESS	TELEPHONE
APPLICANT	_____	_____	_____
CONTRACTOR	_____	_____	_____
ENGINEER	_____	_____	_____

PROJECT LOCATION \_\_\_\_\_  
ADDRESS AND LEGAL DESCRIPTION – AS ATTACHMENT IF NEEDED \_\_\_\_\_

Note: To avoid delay in processing the application, please provide enough information to easily identify the project location. Provide the street address, lot & block number or legal (attach) and, outside urban areas, the distance to the nearest intersecting road or well-known landmark. A sketch attached to this application showing the project location would be helpful.

**DESCRIPTION OF WORK (Check all applicable boxes):**

**A. STRUCTURAL DEVELOPMENT:**

ACTIVITY

STRUCTURE TYPE

- |  |   |
|--|---|
| <input type="checkbox"/> New Structure | <input type="checkbox"/> Residential (1-4 Family)                                       |
| <input type="checkbox"/> Addition      | <input type="checkbox"/> Residential (More than 4 Family)                               |
| <input type="checkbox"/> Alteration    | <input type="checkbox"/> Non-residential (Floodproofing ? <input type="checkbox"/> Yes) |
| <input type="checkbox"/> Relocation    | <input type="checkbox"/> Combined Use (Residential & Commercial)                        |
| <input type="checkbox"/> Demolition    | <input type="checkbox"/> Manufactured (Mobile) Home (In Manu-                           |
| <input type="checkbox"/> Replacement   | factured Home Park ? <input type="checkbox"/> Yes)                                      |

ESTIMATED COST OF PROJECT \$ \_\_\_\_\_

**B. OTHER DEVELOPMENT ACTIVITIES:**

- ☐ Clearing   ☐ Fill   ☐ Grading
- ☐ Excavation (Except for Structural Development Checked Above)
- ☐ Watercourse Alteration (Including Dredging and Channel Modifications)
- ☐ Drainage Improvements (Including Culvert Work)
- ☐ Road, Street or Bridge Construction
- ☐ Subdivision (New or Expansion)
- ☐ Individual Water or Sewer System

After completing SECTION 2, APPLICANT should submit form to Local Administrator

**SECTION 3: FLOODPLAIN DETERMINATION (To be completed by Local Administrator)**

The proposed development is located on FIRM Panel No. \_\_\_\_\_, Dated \_\_\_\_\_.

The Proposed Development:

- (☐ Is ☐ Is Not) Located in the Broken Arrow Regulatory Floodplain
- (☐ Is ☐ Is Not) Located in the FEMA Special Flood Hazard Area
- FIRM zone designation is \_\_\_\_\_ 100-Year flood elevation at the site is \_\_\_\_\_
- (☐ Is ☐ Is Not) Located in the FEMA Floodway
- (☐ Is ☐ Is Not) Located an Unnumbered "A" zone
- ☐ See Section 4 for additional instructions

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_  
Local Administrator

#### **SECTION 4; ADDITIONAL INFORMATION REQUIRED (To be completed by Local Administrator)**

The applicant must submit the documents *checked* below before the application can be processed:

- ☐ A site plan showing the location of all existing structures, water bodies, adjacent roads, lot dimensions and proposed development.
- ☐ Development plans, drawn to scale, and specifications, including where applicable; details for anchoring structures, proposed elevation of lowest floor (including basement), types of water resistant materials used below the first floor, details of floodproofing of utilities located below first floor and details of enclosures below the first floor.
- ☐ Subdivision or other development plans.
- ☐ Plans showing the extent of watercourse relocation and/or landform alterations.
- ☐ Top of new fill elevation \_\_\_\_\_ ft. NGVD
- ☐ Floodproofing protection level (non-residential only) \_\_\_\_\_ ft. NGVD. For floodproofed structures, applicant must attach certification from registered engineer or architect.
- ☐ Certification from a registered engineer that the proposed activity in the regulatory floodplain will not

#### **SECTION 5; PERMIT DETERMINATION (To be completed by Local Administrator)**

I have determined that the proposed activity: ☐ Is in conformance with provisions of the City

☐ Is Not

of Broken Arrow Ordinance No. 2443, the permit is issued subject to the conditions attached to and made part of this permit.

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

If the Local Administrator found the permit application was not in conformance with the provisions of the City of Broken Arrow Ordinance No. 2443 he will provide a written summary of deficiencies. Applicant may revise and resubmit an application to the Local Administrator or may request a hearing from the Floodplain Appeals Board.

#### **SECTION 6: AS-BUILT ELEVATIONS (To be submitted by Applicant before Certificate of Compliance is issued)**

The following must be provided for project structures and grading. This section must be completed by a registered professional engineer or a licensed land surveyor (attach certification).

Complete 1 or 2 below.

1. Actual (As-Built) Elevation of the top of the lowest floor, including basement, bottom of lowest structural member of the lowest floor, excluding piling and columns) is: \_\_\_\_\_ ft. NGVD.
2. Actual (As-Built) Elevation of floodproofing protection is: \_\_\_\_\_ ft. NGVD

**NOTE: Any work performed prior to submittal of the above information is at risk of the applicant.**

**SECTION 7: COMPLIANCE ACTION (To be completed by the Local Administrator)**

The Local Administrator will complete this section as applicable based on inspection of the project to ensure compliance with the City of Broken Arrow's Stormwater Ordinance for flood damage prevention.

INSPECTIONS: DATE\_\_\_\_\_ BY\_\_\_\_\_ DEFICIENCIES? ☐ YES ☐ NO  
DATE\_\_\_\_\_ BY\_\_\_\_\_ DEFICIENCIES? ☐ YES ☐ NO  
DATE\_\_\_\_\_ BY\_\_\_\_\_ DEFICIENCIES? ☐ YES ☐ NO

**SECTION 8: CERTIFICATE OF COMPLIANCE (To be completed by Local Administrator)**

Certificate of Compliance issued: DATE\_\_\_\_\_ BY:\_\_\_\_\_